



Girl Scouts of Orange County
9500 Toledo Way, Suite 100
Irvine, CA 92618
949.461.8800
GirlScoutsOC.org

Notice of Data Breach

October 22 2018

Dear [REDACTED]

We are writing to provide you with information about a data incident involving an email account owned by Girl Scouts of Orange County (GSOC). You are receiving this letter because you have previously sent communications to this account and your data may have been accessed during this breach.

What Happened?

On Sunday, September 30, 2018, we became aware that an unauthorized third party illegally gained access to our email account gsoctravel@girlscoutsoc.org. This third-party did not appear to gain access to any other GSOC email accounts or our computer network, servers, or other systems. This third-party then used this email account to send emails to others. Upon confirming the breach, our IT services provider immediately changed the password to the account and confirmed that the account was secure.

What Information Was Involved?

Based on our analysis to date, this unauthorized third-party gained access to only this one email account from Sunday, September 30 2018 to Monday, October 1, 2018 for the purpose of sending emails. Since this account was used in relation to Girl Scouts of Orange County travel, some of the emails stored in this account, which included emails with dates as far back as 2014 through October 1, 2018, contained information about our members. This information may have included first and last name, date of birth, email address, home address, driver's license, health history information, and insurance policy numbers. Out of an abundance of caution, we are notifying everyone whose information was in this email account.

What We Are Doing.

We have notified the Office of the Attorney General of California of the breach and have reviewed the subject email account and eliminated all emails that contain personal information. We are also implementing a secure online system for Troop Travel forms and further strengthening security measures already in place by implementing additional cybersecurity measures in conjunction with our IT services provider.

What You Can Do.

Given the nature of the information potentially exposed, we recommend that you monitor your accounts. You may also want to consider using a free credit-monitoring tool, such as Credit Karma, creditkarma.com. Further, we recommend that you contact the three credit bureaus listed and place a fraud alert on your accounts. Contact information for each is:

Equifax P.O. Box 740241 Atlanta, GA 30374 1-888-766-0008	Experian P.O. Box 2104 Allen, TX 75013 1-888-397-3742	TransUnion P.O. Box 2000 Chester, PA 19022 1-800-680-7289
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You are also entitled to a free credit report every year from each of these agencies at:
annualcreditreport.com.

Protecting your information is incredibly important to us, as is addressing this incident with the information and assistance you may need. If you have any questions or concerns, please call us at (800) 979-9444 or email customercare@girlscoutsoc.org.

Sincerely,

Christina Salcido

Vice President of Mission Operations
Girl Scouts of Orange County